

MINUTES

The Town of Manteo Planning and Zoning Board met in Regular Session on Tuesday, February 8th, 2005 at 6:00 p.m. at the Manteo Town Hall, 407 Budleigh Street

The following members were present:

	Chairman Bill Parker
	Member Jamie Daniels (Vice Chair)
	Member Phil Scarborough
	Member Christine Walker
	Member Bebe Woody (arrived 6:03)

The following members were absent:

Also present at the meeting:

	Erin Burke, Planner
	Becky Breiholz, Town Clerk

Chairman Parker called the meeting to order at 6:00 p.m.

SUBJECT: Adoption of Agenda

MOTION: Member Daniels seconded by Member Scarborough to adopt the agenda as presented was approved by the following vote: Ayes: Members Parker, Daniels, Walker, and Scarborough. Noes: none. Absent: Member Woody

SUBJECT: Approval of Minutes Regular Meeting January 11, 2005

MOTION: Member Walker seconded by Member Daniels to approve the minutes as presented was approved by the following vote: Ayes: Members Parker, Scarborough, Woody, Walker and Daniels. Noes: none. Absent: None

PUBLIC COMMENTS- None

NEW BUSINESS

SUBJECT: Site plan Review "The Flats"- Site Plan Review of The Flats Subdivision, previously called Viccars Heights. This site plan is before the Board to receive a recommendation to the board of commissioners. All Adjacent property owners have been sent notification. A correction from the last meeting is that there will be 4 affordable units/lots available at this subdivision. Part of this subdivision is currently outside of the Town limits, but an application for annexation is being completed. Planning staff recommends approval, with the following conditions:

There shall be sidewalks (§3.15).

Right-of-Way on Viccars Lane Existing shall be expanded to a uniform 36' and the pavement shall be a uniform 20' asphalt surface for the length running from Flats Lane to US HWY 64. Mr. Ray Meekins with Seaboard Surveying gave the Board a new site plan sheet showing the sewer, sidewalk and grading plan. Erin Burke Planner commented that the ordinance does not state on which side the sidewalks have to be just that there

needs to be one. Member Daniels asked about storm water runoff. Members of the audience that are neighbors to the development commented that they have problems with storm water runoff and flooding. Mr. Meekins commented they have to work with what they have and they will have swales and could be tied into the plans the Town has on storm water retention. Mr. Meekins also commented that they would collect the water in the road side swales and there will also be a swale along each property line as well. Planner Burke also commented that it is important to note that once the easements are recorded that they can be enforced as far as drainage ditches remaining open and functioning and people not be allowed to fill those. Parking was discussed and Mr. Meekins commented that he would suggest that the Town require parking be shown on individual site plans as they are presented for permitting. Member Woody would like to see street lighting for safety purposes. Member Daniels suggested having street lights installed at all the intersections in the development. Kimberly Minton property owner on Viccars Lane is not willing to give up anymore right of way on her side of the street, she asked if the portion of old Main Road that goes next to Lot 1 was going to be paved and she was told no. She said there is a drainage ditch that currently runs between her property that is blocked up; she has concerns with the size of the water line and she is not in favor of sidewalks if it is going to take away any of her trees on her side of the street. After a lengthy discussion the Board had seven conditions: 1) There will be sidewalks pursuant to Section 3.15 2) In front of lot 22 and 23 right of way Viccars Lane existing shall be expanded to a uniform 36 ft. and the pavement shall be uniform 20' asphalt surface on the development side. 3) street lights will be provided at intersections 4) on individual site plans on site parking will be shown and there will be no parking allowed blocking sidewalks 5) adequate fire hydrants will be provided 6) existing drainage ditches will remain 7) Move sidewalk to south side of Viccars lane.

MOTION: Member Daniels seconded by Member Scarborough to recommend approval to the BOC with the above listed seven (7) conditions was approved by the following vote: Ayes: Members Parker, Scarborough, Woody, Walker and Daniels. Noes: None. Absent: None

SUBJECT: Discussion of connectivity- This has also been discussed at the BOC meeting and the following memos discussed are included in the BOC minutes of January 12, 2005. The issue of connectivity is something that small Towns, like Manteo are addressing across the state. We face an increase in population, an unusual tourist flux mid-summer, and a heavily travel main road. The attached memos were presented at the Transportation Committee Meeting in January. They address some key problem areas on the island. The first memo, titled "Proposed County Administration Facility and Mixed Use Development at US 64 and NC 345 in Manteo in Dare County," addresses the intersection commonly known as the Midway. This area will be facing a lot of new development in coming months and the traffic that will be exiting will be much greater than current numbers. The closing of the Russell Twiford Road and US 64 will allow for the opening of a street across from the Dare County Justice center entrance. This new intersection will make will much safer than what is currently in place. The next memo, titled "Proposed College of the Albemarle and Marina/Residential Development on US 64 Manteo in Dare County," deals with the increase in traffic that will result from the Salty Dawg Development and C.O.A. There are some recommendations concerning

traffic at Grenville and US 64. In this memo there is also discussion of the Uppowac Extension. At the Committee meeting there was some discussion of further study and reporting. The last memo, titled "Review of Manteo Elementary School and Manteo Middle School in Dare County (SMA-224-004)," focuses on traffic patterns around the schools as they currently exist and as they will stand upon completion. The Elementary School Discussion was concerned with the number of student dropped off and pick-ups at the library. This is resolved by the defined parent drop-off and pick-up areas in the new site plan. Another initiative mentioned in this report was encourage more children to walk or ride bikes to school by defining the safest route from neighborhoods to the school. The Middle School topic addressed the need for a second access. The report agreed that the access onto Harriot Street/Driftwood Drive would be very beneficial in reducing the number of trips onto the highway, and potentially alleviating congestion at Mother Vineyard Road intersection. Again the need to focus on a pedestrian oriented community was emphasized.

SUBJECT: Presentation on Westside Waterfront –Mayor John Wilson commented that we are now under siege by developers who are looking a property adjoining the Town. The BOC passed no annexation south or north trying to preserve the water and sewer capacity. The Town has traffic problems, intersection problems. The Planning Board needs to work with Fred and Erin to be prepared for the developers that are coming in. He would like the Planning Board to look at other town's ordinances regarding the filling of lots and how much are we going to allow. Storm-water is another concern and the Town has received a \$625,000 grant to try and develop a plan. Mayor Wilson would like the Planning Board to also review a storm water ordinance. The Midway intersection was also discussed. The Town has been opposed to the flyover and he shared with the Planning Board some of the plans that NCDOT has for the Midway intersection and some requests the Town is going to make regarding the intersection. Mayor Wilson put a site plan on the wall showing the west side plan. Connection of side streets on the west side was discussed so residents can get around Town without having to go to the main highway.

OLD BUSINESS

SUBJECT: Review of completed building projects and what the Board liked or didn't like. Member Daniels had a picture from a magazine on Shallowbag Bay and some of the things that he did not like were that the buildings are not staggered; parking in some areas is too far away from the building, two parking spaces with one vehicle parked behind another which is not what people do. Member Walker reviewed the CVS items and they discussed; the fill; planting on the retaining wall; a tight corner in the parking lot. Cameras were handed out to the Board members to take pictures of the areas they were assigned at the last meeting.

SUBJECT: Review to do list-most everything has to do with the new zoning ordinance. Chairman Parker commented he spoke with the attorney about charging for the gazebo and we cannot charge but there is nothing to say that they can't make a donation. Chairman Parker commented about the Hosea House, which is a ministry for on going mentoring to women who have chosen to keep their babies instead of aborting

them. A house has been donated and they supplied the Planning Board with preliminary information in regards to zoning. Planner Burke commented that Pirates Cove is requesting a special meeting to get their site plan reviewed. It was discussed whether or not to call a special meeting consensus was not to hold a special meeting at this time.

MOTION: Member Woody seconded by Member Daniels to adjourn the meeting at 8:12 pm. was approved by the following vote: Ayes: Members Parker, Scarborough, Woody, Walker and Daniels. Noes: None. Absent: None

This the 8th day of February 2005

Bill Parker, Chairman

ATTEST:

Becky Breiholz, Town Clerk